

Veterinary Medical Board

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Veterinary Medical Consultant

The Veterinary Medical Board (hereinafter referred to "the Board") is one of 41 regulatory entities within the Department of Consumer Affairs. These entities establish minimum qualifications and levels of competency for licensure. They also license, register, or certify practitioners, investigate complaints and discipline violators.

The mission of the Veterinary Medical Board (VMB) is to protect consumers and animals through development and maintenance of professional standards, licensing of veterinarians, registered veterinary technicians, veterinary assistants who administer controlled substances, hospital premises, and enforcement of the California Veterinary Medicine Practice Act.

POSITION INFORMATION

Under the general direction of the Executive Officer and/or the Enforcement Program Manager, the veterinary medical consultant serves as an advisor to Board staff. The consultant provides veterinary expertise in the complaint review process, citations and fine actions, investigations and formal disciplinary actions. The consultant makes professional evaluations as to the competence and conduct of licensed and unlicensed persons in relation to the laws and regulations governing the practice of veterinary medicine in California. The consultant assists in selecting expert witnesses for case review, assists with the hospital inspection program and, when necessary, consults with veterinarian hospital inspectors and assists with inspections. The consultant also assists the Division of Investigation during investigations, performs technical research as necessary to support Board activities and performs other duties as required.

The veterinary medical consultant prepares written expert reports on enforcement-related matters, including technical subject matters, professional standards and any deviations therefrom. The consultant may be required to testify at hearings, throughout California. The consultant will be notified in advance of the hearing for scheduling purposes.

The consultant works approximately 75-100 hours per month performing the duties listed below as assigned by the Executive Officer and/or the Enforcement Program Manager. Due to the confidential nature of the enforcement investigation materials, consultants are required to perform the majority of his/her duties in the Board office.

JOB DUTIES

The veterinary medical consultant reviews and evaluates complaints to determine whether a violation of the laws governing veterinary medicine in California has occurred and performs the following:

- Reviews complaints, investigations and inspection reports that require knowledge of veterinary medicine;
- Reviews laboratory findings and radiographs to support diagnosis and treatments documented in the medical records;
- Identifies compliance or non-compliance with the laws, and regulations relating to the practice of veterinary medicine ;
- Identifies deviations from the standard of practice or professional conduct;
- Provides the Board with professional expertise during citation and fine information conferences;
- Assists staff with information and formal investigations when necessary;
- Occasionally assists with veterinary hospital inspections;
- Acts as an expert witness when necessary;
- Assists staff with the selection of outside licensee consultant and experts witnesses as needed;
- Attends various enforcement meetings, workshops, strategic planning meetings;
- Assists staff with the development and preparation of newsletter articles

Minimum Qualifications

To be considered for employment as a Veterinary Medical Consultant, applicants must meet the following minimum qualifications:

- Possess a valid, current, and unrestricted license in veterinary medicine in California as determined by the California Veterinary Medical Board; *and*
- A minimum of five (5) years of general veterinary medical experience
- No disciplinary action against his/her license by any public agency concerned with the practice of veterinary medicine.

The veterinary medical consultant must be familiar with current trends, developments and practices and veterinary practice management, organization, procedures and record keeping. The consultant must possess knowledge of the Business and Professions Code as it relates to the practice of veterinary medicine and the California Code of Regulations governing veterinary practice in California. The consultant must be familiar with the Board's mission of consumer protection.

Special Personal Characteristics

Consultants must demonstrate an ability to communicate effectively both orally and in writing and work cooperatively with others. Consultants must also demonstrate sound professional judgment, integrity, initiative, dependability, tact, courtesy and the highest level of professional ethics.

Background Check Requirements

Title 11, California Code of Regulations section 703(d) mandates criminal record checks of all personnel who have access to Criminal Offender Record Information (CORI). Pursuant to this requirement, applicants for this position will be required to submit fingerprints to the Department of Justice and be cleared before hiring.

All Interested Parties may contact Candace Raney, Enforcement Program Manager at 916-515-5229 or candace.raney@dca.ca.gov.